



Iowa Department of Human Services

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Governor

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Director

The following is a summarized list of steps to complete registration to attest for the Medicaid EHR Incentive program.

- 1) Go to the CMS Registration and Attestation Site

<https://ehrincentives.cms.gov/hitech/login.action> and register the provider

For official user guides and further instructions see <https://www.cms.gov/Regulations-and-Guidance/Legislation/EHRIncentivePrograms/RegistrationandAttestation.html>



Medicare & Medicaid EHR Incentive Program
Registration and Attestation System

Welcome to the Medicare & Medicaid EHR Incentive Program Registration & Attestation System

System Announcements Effective July 07, 2016:

- **EHR Program Announcement** - The CMS Medicare Attestation System will be open and fully operational, for providers new to the Medicare EHR Incentive Program, to attest for the 2016 program year beginning July 5, 2016. If you are an eligible professional beginning participation in the Medicare EHR Incentive Program, you may attest for any 90 day continuous reporting period within the calendar year.
- **EHR Program Announcement** - Visit the Registration Tab to ensure your information is accurate, such as the Payee selection and email address. The EHR incentive program communicates to you using the email address on file on the Personal Information page of the Registration & Attestation website.
- **EHR Program Announcement** - Hospital Based Status - New EPs - To determine your hospital based status contact the information center at (888) 734-6433 and choose option 1 for the EHR Incentive Program and option 4 in the interactive voice response system (IVR). Existing EPs - review and resubmit your registration to determine your status
- **EHR Program Announcement** - Hardship exception applications are due by July 1, 2016 11:59 EDT, for eligible professionals, eligible hospitals, and critical access hospitals, for the 2017 payment adjustments. Visit the EHR website for more information, <https://www.cms.gov/Regulations-and-Guidance/Legislation/EHRIncentivePrograms/index.html>

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- 2) Once registration is complete at the CMS Registration and Attestation site (step 1), the email address entered for the registration will receive an email from CMS confirming the registration and it will **contain the CMS Registration ID** needed for step 4.

3) Go to the <http://www.imeincentives.com> and click on Provider Web Registration



Iowa EHR Medicaid Incentive Payment Administration

Provider Web Registration

Incentive Program Information

Register with CMS

FAQ

Web Portal Overview

Welcome to the Iowa Medicaid Enterprise (IME) Provider Incentive Payment Program (PIPP) web portal. This portal provides communication, data exchange, and self-service tools to providers participating in the EHR Incentive Program under Section 4201 of the American Reinvestment and Recovery Act (ARRA) of 2009. PIPP consists of both public and secure (web pages requiring a User ID and password) areas. For participating providers, this site offers comprehensive information regarding the EHR Incentive Program, as well as the ability to apply for the program, track the status of applications, and to view incentive payments and payment history. The public areas provide access to information about the EHR Incentive Program through links found on either side of this page.

Registration with the CMS site is a pre-requisite to applying for an Iowa payment. If you have already registered with the CMS Registration and Attestation System web site, click on the link "Provider Web Registration" on the left side. If you are ready to register with CMS, use the links on either side of this page.

Provider Incentive Payment Program - Web Portal Features

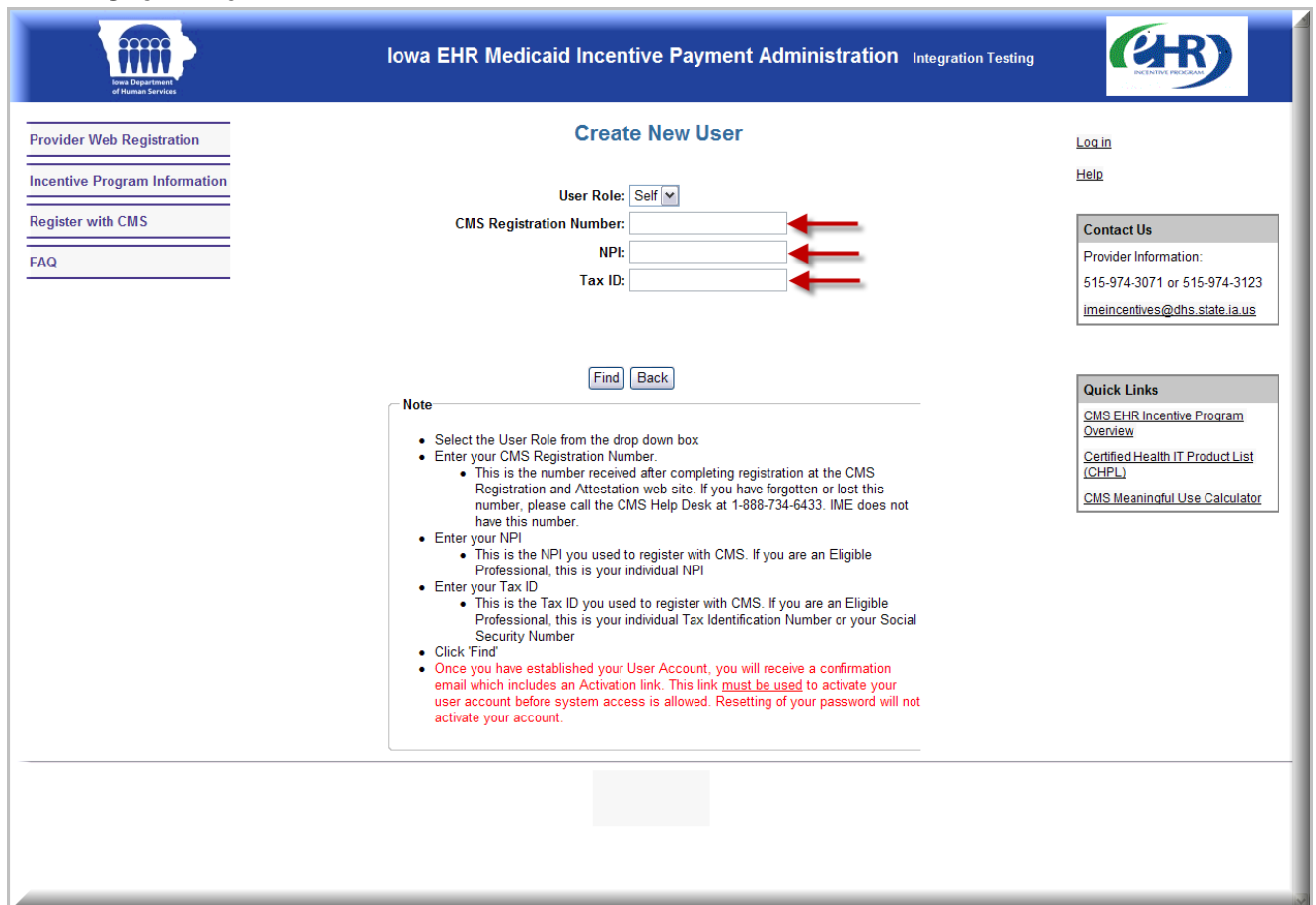
By registering with us on this website, you can automatically perform many of the functions required to apply for and receive payments as part of the EHR Incentive Program. You can:

- Obtain current information on the IME/Medicaid EHR Provider Incentive Program
- Register with CMS (the first step; use the "Register with CMS" link)
- Establish your User ID and Password for attestation
- Submit your attestation information
- Track the progress of your attestation
- File an Appeal
- Communicate with IME ("Contact Us" link)

Two good sources of information are found on these links (both on the left side):

- Incentive Program Information
- FAQ

- 4) Enter the required information to locate your provider profile. This information must match the individual or hospital data used to register with CMS R&A.
- **CMS Registration Number/ID**
This is the number received after completing registration at the CMS Registration and Attestation web site. In step 2, you should have received an email from CMS. If you have forgotten or lost this number, call the CMS Help Desk at 1-888-734-6433. IME does not have this number.
 - **NPI**
This is the NPI you used to register with CMS. If you are an Eligible Professional, this is your individual NPI.
 - **Tax ID**
This is the Tax ID you used to register with CMS. If you are an Eligible Professional, this is your individual Tax Identification Number (TIN) or your Social Security Number (SSN).
 - Click Find



Iowa EHR Medicaid Incentive Payment Administration Integration Testing

Create New User

User Role: Self

CMS Registration Number:

NPI:

Tax ID:

Note

- Select the User Role from the drop down box
- Enter your CMS Registration Number.
 - This is the number received after completing registration at the CMS Registration and Attestation web site. If you have forgotten or lost this number, please call the CMS Help Desk at 1-888-734-6433. IME does not have this number.
- Enter your NPI
 - This is the NPI you used to register with CMS. If you are an Eligible Professional, this is your individual NPI
- Enter your Tax ID
 - This is the Tax ID you used to register with CMS. If you are an Eligible Professional, this is your individual Tax Identification Number or your Social Security Number
- Click 'Find'
- Once you have established your User Account, you will receive a confirmation email which includes an Activation link. This link must be used to activate your user account before system access is allowed. Resetting of your password will not activate your account.

Contact Us

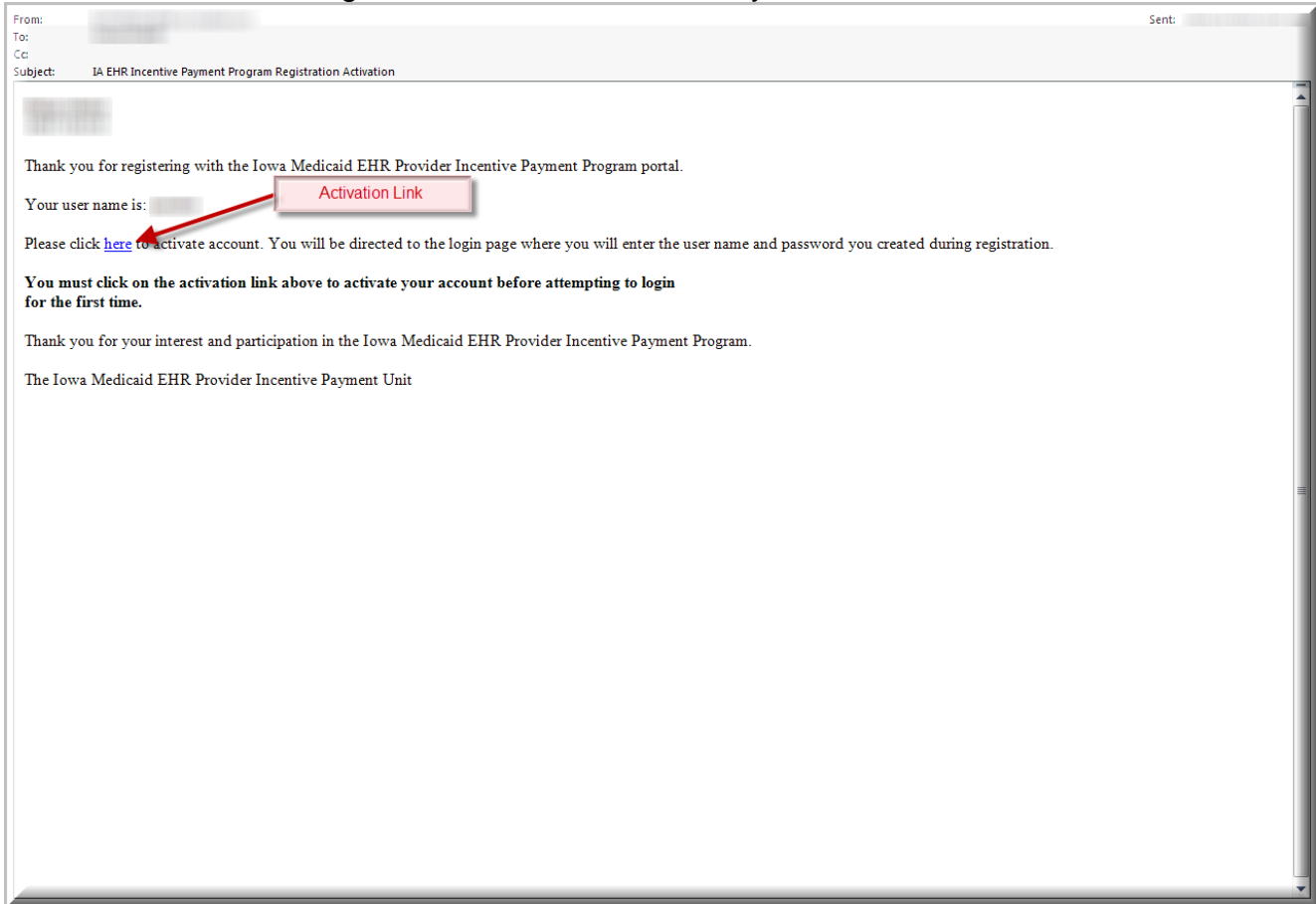
Provider Information:
515-974-3071 or 515-974-3123
imeincentives@dhs.state.ia.us

Quick Links

- [CMS EHR Incentive Program Overview](#)
- [Certified Health IT Product List \(CHPL\)](#)
- [CMS Meaningful Use Calculator](#)

- 5) Create New User Name and Password and verify the information you entered at the CMS Registration and Attestation site, which shared over to the Iowa PIPP system, is correct. ALL email correspondence is sent to the email address listed on this screen.

- 6) Activate your account - Once you create your account, PIPP sends an activation email to the email address registered with the CMS R&A system.



- 7) Login using your user name and password

The screenshot shows the login page for the Iowa EHR Medicaid Incentive Payment Administration. The header is blue with the Iowa Department of Human Services logo and the text 'Iowa EHR Medicaid Incentive Payment Administration Production 2.2.1'.

On the left, there is a sidebar with the following links:

- Provider Web Registration
- Incentive Program Information
- Register with CMS
- FAQ

The main content area has a 'Welcome' section with the text 'Please Log In'. Below this are the login fields:

User Name:

Password:

Below the password field are three links: [Recover User ID](#), [Reset Password](#), and a [Log In](#) button.

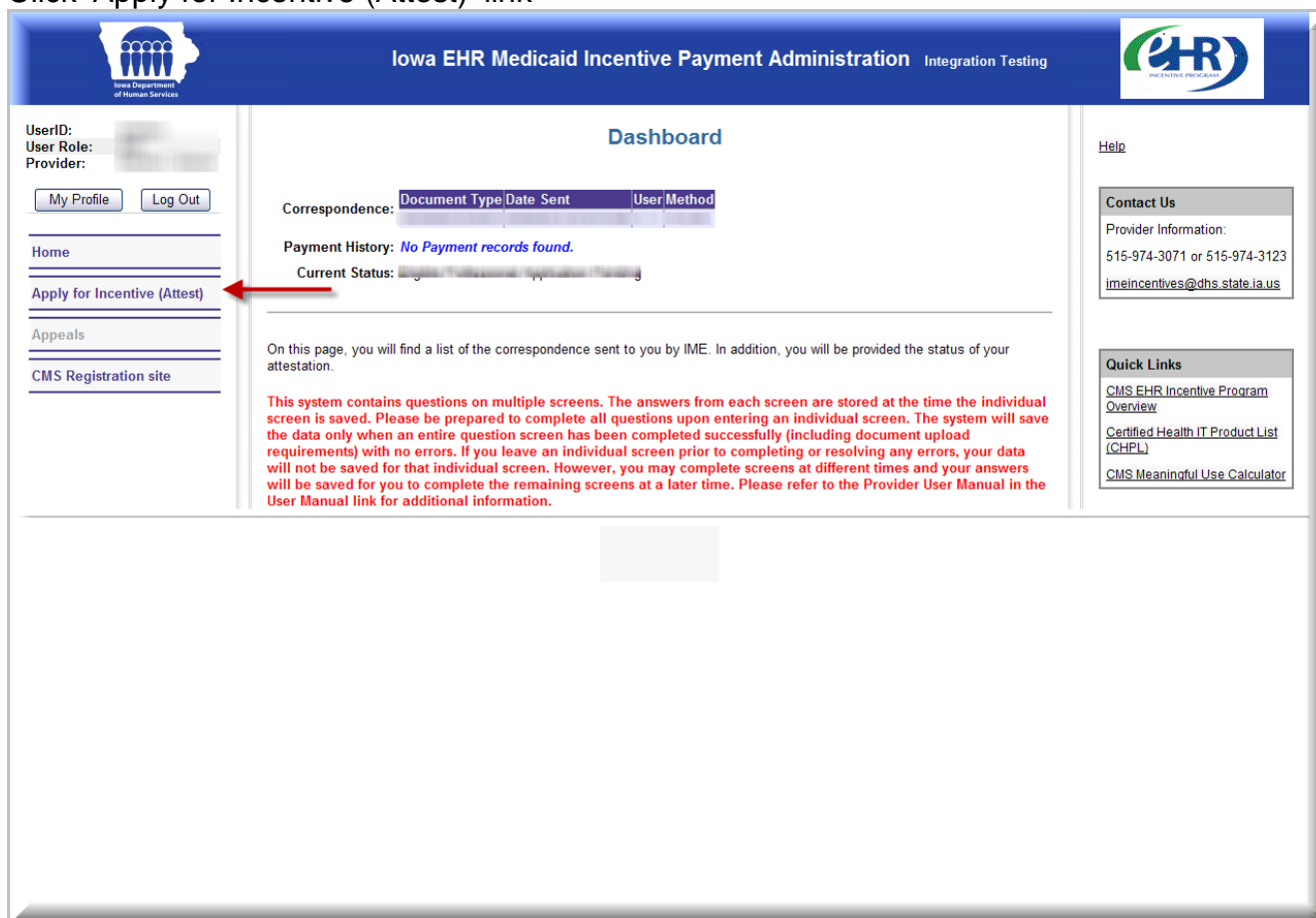
Below the login section is a 'WARNING!' section with the following text:

This system is for use by authorized personnel only. Individuals accessing this system without authority or in excess of their authority are in violation of Federal and/or State laws, regulations and policies and may be subject to criminal, civil and/or administrative actions.

Any information, including personal information, on this computer system may be intercepted, recorded, read, copied and disclosed by and to authorized personnel for administrative purposes, including criminal investigations.

Anyone using this system expressly consents to such monitoring and **SHOULD HAVE NO EXPECTATION OF PRIVACY** for any information stored or communicated in or through this system.

8) Click 'Apply for Incentive (Attest)' link



Iowa EHR Medicaid Incentive Payment Administration Integration Testing

Dashboard

UserID: [redacted]
User Role: [redacted]
Provider: [redacted]

[My Profile](#) [Log Out](#)

[Home](#)
[Apply for Incentive \(Attest\)](#)
[Appeals](#)
[CMS Registration site](#)

Correspondence:

Document Type	Date Sent	User	Method
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Payment History: [No Payment records found.](#)

Current Status: [redacted]

On this page, you will find a list of the correspondence sent to you by IME. In addition, you will be provided the status of your attestation.

This system contains questions on multiple screens. The answers from each screen are stored at the time the individual screen is saved. Please be prepared to complete all questions upon entering an individual screen. The system will save the data only when an entire question screen has been completed successfully (including document upload requirements) with no errors. If you leave an individual screen prior to completing or resolving any errors, your data will not be saved for that individual screen. However, you may complete screens at different times and your answers will be saved for you to complete the remaining screens at a later time. Please refer to the Provider User Manual in the User Manual link for additional information.

Contact Us
Provider Information:
515-974-3071 or 515-974-3123
imeincentives@dhs.state.ia.us

Quick Links
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To view more detailed instructions for the PIPP system, click on 'User Manual' on the right side of the screen at www.imeincentives.com.